

Minutes of the Paul Memorial Library Trustee Meeting of October 7, 2014

Kim, Pam, Lisa, & Lee were in attendance, Win called in from the road

- Meeting called to order at 6:45 pm.
- September minutes were accepted.
- bank statements came today so have not been reviewed yet for this month

1. Treasury report

- General fund has \$7803.04. We received 1214.17 on 9/15/2014 from our trust funds.
- Donation fund has \$1080.09

2. Director's report

- New computer is working well
- Shelves are installed and look fabulous
- The new children's librarian is doing a good job, she does lots of singing
- The projector has been installed in the ceiling and seems to work well
- Active shooter training was attended by Pam and Lee. Several ideas for small libraries were presented.
- Pam got a quote for a security system, the cost is primarily for ongoing monitoring, 2852.00 for all bells and whistles, ongoing monitoring is 112.00 per quarter. A more cost effective alternative is a special burn phone for staff in case there is an incident and staff can't get to the phone.
- Fall festival -the Friends made around \$500.00 on the yard sale and 45.00 on the festival.

3. Wifi guy – we have a situation where a person is sitting in his car outside of the library using the library wifi. We discussed drawing up a policy about using it from our building. The trustees would like a policy that if we are open, patrons need to come inside. We also discussed the idea of changing the password more frequently as a way to discourage this behavior.

4. We got an estimate from Urban Tree for removal of the 4 large evergreens that are behind the library. The cost would be 1250.00 to take down all four trees. They are old spruce trees. It would cost an additional 600.00 to grind the stumps.

Upcoming Events:

5. We were selected by Bauer, Win's employer, for volunteer day on October 17th. We can use their help to dig out the gardens since the wood has rotted and the beds need replacing. We can use

abackhoe from Jeff Feenstra to get the dirt out. The volunteer crew can help from 8:00 – 2:00. Should we do the work once and rebuild the beds now was discussed. It was decided to do the prep work only at this time and then rebuild them next spring.

6. There will be a celebration of cake and tea for Doris' 90th birthday on Nov. 14, Friday at 12:00 noon. We will also have a book dedication for her.
 7. Dec. 22 & 23, there will be an open house at the library, hot cider and goodies.
- Next meeting will be on Nov. 4 (voting day)
 - Meeting adjourned 8:00 pm.

Respectfully submitted,

Lisa Cloyd
Secretary
Paul Memorial Library Board of Trustees

Director's Report for September 2014

New and Important

- ❖ The typewriter is gone! Moving into the 21st century....
- ❖ New computer is working great so far!
- ❖ Story Times are going very well - Mary is doing an excellent job. Lots of wonderful singing

Library Building/Grounds

- ❖ Four of the new bookcases were installed in the Children's Room - look great
- ❖ Storage shelving behind circulation desk was installed - very functional and huge improvement in how it looks
- ❖ Gained front desk space by removing typewriter and old computer
- ❖ Received one quote from the security company that covers Town Hall and the school
- ❖ The grounds look lovely thanks to the hard work of Kim who did the fall cleanup prior to the Fall Festival plus the cleaning of the book drop - Thanks, Kim!
- ❖ Bulb planting to take place this month (Kim and Pam)

Book Clubs

The Afternoon Book Club met on September 10th to discuss Me Before You, 12 members attended. Nice increase in numbers! The Evening Book Club met on September 15 to discuss A History of Love, 6 members attended.

Friends of the Library

The Friends met on September 17th. They received \$2,000 from the Road Race - great job!

Election Day is coming up - the Friends are planning to do their soup and bake sale. Fall Festival numbers seemed to be down this year. I did crafts for the children along with a volunteer, Taylor Cohen (new membership chair) - we had about 20 children stop by to do fall crafts. The yard sale did very well with 26 sales around town - they made \$511.00.

Connecting with other libraries/professional development

Lee and I attended a training session how to deal with an Active Shooter on September 18th at the Stratham library - presented by their police chief. I will attend the New England Library Association meeting next month, on November 7th.

Attendance at Events in September

Story Times - 45C/40A TOTAL = 143

Lego Club - 0

Movie Night - 6

Book Groups - 18

Fly Fishing in Argentina - 14

Crafts during Fall Festival - 20

Library Statistics for September

Total number of people through the door: 460

Total number of patrons using the library: 224

Total number of items circulated this month: 678

Number of new patrons: 3

Respectfully submitted,

Pam Burch